



YOUR SESSION

Thankyou for booking a photo session with Nicholas Dawkes Photography.

A great photograph can get you noticed and propel you to the place you want to be, your photo should capture you at your best, but not look too posed, polished, and perfected that it will detract from seeing the real person.

I pride myself in delivering you a tailored photo-session at a relaxed pace, and creating shots that will show you at your best.

ON THE DAY OF YOUR PHOTO SHOOT

When you arrive at the studio we will take time to sit and chat in the client area over a cup of tea or coffee, and get to know each other before we even think about taking the first photo. It is important to me that you feel relaxed and at ease in order for us to capture the real you. We will discuss where you aim to get to with your new photos, so it is worth having a little think about those things before your session. I ask that you take some time and log into the client area of the website, and **take the casting preferences survey** before your shoot, as this may help.

After discussing casting, we can then look at any clothing that you may have brought with you and decide which to use, a few notes on that on the next page.

DIFFERENT LIGHTING

We will shoot a range of lighting during your shoot that I feel suits you and your casting, this can include a mix of:

Natural light (daylight) which can give a true to life feel, it isn't always as imposing as the big studio flash lights, and I think can sometimes give a bit more of a filmic look and sense of character.

Studio Lighting allows us to 'sculpt' a picture and change the feel with different lights and backdrops, this means we can play more with your specific requirements, they tend to give more of a traditional/classic headshot feel to a photo, and can work great for commercial castings.

We will look at your photos on a large screen at the end of the shoot in the studio, this is not for you to make any decisions on the day, but rather for you to see how the session has gone, and to allow me to show you the editing and post-production process. Your photos from the session will be uploaded to your online client area that same day, you can then start the selection process for the ones you want retouched.

Before you arrive bear in mind your favourite music, it can influence your mood greatly, I always work with music in the studio and with unlimited tracks at our disposal we can play whatever you like to help set the mood!

Please allow plenty of time before and after your shoot, if you feel rushed, it will show. Please try and re-schedule your shoot if you know you will be tight on time (48 hours notice is needed, or you will forfeit your deposit)

Balance payment for your shoot is due in full at the time of your session. Cash and cheques only



DIRECTIONS

The map to my studio is below, the nearest tube station is Gunnersbury (5min Walk) or Chiswick Park (15min walk) both on the district line.

If you arrive early at The Lightbox studios, feel free to have a seat in the cafe and grab a drink or bite to eat if you wish, and then when you are ready for your shoot you can simply call up to the studio using the intercom situated near the lift at the entrance, you will need to buzz 205 and then either take the lift, or stairs to the second floor.



LIGHTBOX STUDIOS



If you are thinking of driving, parking can be limited, there are 4 spaces out the front of the studio (Bays 1-4 marked visitor parking) that are first come first served, so unfortunately I can't reserve them, but if you manage to get one, it is 30mins free and after that is charged, but you can pay via your phone.

Other parking nearby is road parking and also payable by phone, although it can be busy so please allow plenty of time if you are driving to find parking. If you can, I would suggest maybe taking public transport for ease of mind



REMEMBER...

The notes below act as some guidelines to bare in mind for your headshot shoot...

CLOTHES

- 1. Solid colours:** Try to wear colours that compliment your skin tone. This will help accentuate your natural features. We are shooting colour so bring some things that stand out. Guess what? If you stuff your shirts in a bag they will look like they were stuffed in a bag for the shoot. Bring them in a suit carrier if you can - even t-shirts, trust me!
- 2. Lengthening features:** Is your neck short or long? Generally, lower scoop tops, open neck shirts and V-necks will lengthen your neck; high neck t-shirts, buttoned up shirts and roll necks shorten necks. A collar or blouse can frame the face well, without taking away length from your neck.
- 3. Patterns:** Try and any patterns that can be too distracting. Some light patterns and texture in tops are fine and can be great for character shots, but mad Burberry may have to be out i'm afraid! Try and avoid heavy logos as well, as they are distracting and we end up having to remove them in post-production.
- 4. Glasses:** If you always wear glasses we can shoot with them on, although sometimes they can distract away from your eyes which are the most striking part of your headshot, so we may shoot some without so bring contacts if you have them.
- 5. Keep it personal:** Wear outfits that make you feel great and relaxed. Maybe bringing a couple of jackets that are contrasting, if nothing else they might add a different dynamic.
- 6. Limited Jewellery:** Try to avoid distracting accessories such as large, shiny jewellery, it will take the focus away from your face, some earrings and necklaces can add a sense of character though, so if they suit your casting, bring them!
- 7. Layers:** Have a think about under layers, if it is winter bring some vests in-case we shoot outside and things with sleeves. If you are generally concious of body parts, i.e. arms, maybe bring longer sleeves to cover them so you will feel more comfortable.

MAKE-UP

- 1. Avoid heavy makeup:** Please arrive with your normal basic layer of make-up on, if needs be we can build up from there. Bring your own makeup and brushes. During the retouching process of your selected images, I will take care of blemishes and other 'things' on your skin, so don't worry too much about covering up as heavy makeup will look obvious on camera. My job is to flatter you, however your head shot has to look like the person that will walk into the audition so wear as much make-up as you would normally.
- 2. Skin Features:** Do not hide your skin's personality! Flaunt your freckles and moles, show your scars, they are a part of what makes you unique. Unique features are what makes others sit up and take notice. Of course if the day of the shoot you are sporting a monstrous spot use some light makeup, but I'll heal the rest afterwards in post-production!
- 3. Eyeliner:** Keep it on the softer side, and not too heavy on the lower lid.
- 4. Hair:** You want your hair to be natural and show personality, so if your hair is very straight and flat, give it some body to accentuate it, we can change hair as we go during the shoot, there will be plenty of time to change styles.
- 5. Haircut:** Don't cut your hair the day before your shoot! It will look like you just had a haircut (and sometimes it doesn't go how you like it!) Give your hair at least a few days after a cut to get used to it.

The ultimate purpose of your photo is to grab attention. Having that 'perfect' look is impossible. If you are nervous about 'playing to the camera', don't worry, I will direct and work with you. Above all, bring a positive and laid back attitude with a heap of energy, and have fun... Photo shoots shouldn't be a chore!



LINKS



SOME USEFUL LINKS FOR YOU...

FOR ANY FREQUENTLY ASKED QUESTIONS YOU HAVE, TAKE LOOK AT THE TIPS SECTION OF MY WEBSITE:

<http://www.nicholasdawkesphotography.co.uk>

CONTACT ME

Email: studio@nicholasdawkesphotography.co.uk
Phone: 07787111997



STUDIO ADDRESS

Studio 205
The Lightbox
111 Power Road
Chiswick
London
W4 5PY

And...

This little fury chap is Baxter, he's normally in the studio with me, so let me know if you don't like dogs...



I look forward to see you soon,



Be good to the polar bears and don't print this email.





**THE SMALL
PRINT**

Capture the real you
NICHOLAS DAWKES
PHOTOGRAPHY.CO.UK

Note - For the purpose of this document Nicholas Dawkes Photography shall be referred to as NDP. The individual (whether representing an organisation or not) who orders an image shall be referred to as the Client. By booking with NDP you agree to the Terms and Conditions listed below.

01 IN THIS AGREEMENT the term picture or image includes photography, transparency, negative, design, artwork, painting, engraving, digital image file or any other item which may be offered for the purpose of reproduction; the term reproduction includes any form of publication or copying of the whole or part of any picture whether altered or not and whether by printing, photography, slide projection (whether to an audience or not), xerography, electronic or mechanical reproduction or storage. Or for any use as artist's reference or illustration, or in a layout or presentation.

02 NO VARIATION OF the terms and conditions set out here will be effective unless agreed in writing by both parties. In the event of any conflict between these terms and conditions (including those relating to the time of payment) and those issued or submitted by the Client and in the absence of any contrary agreement in writing these Terms and Conditions shall prevail.

03 PICTURES ARE SUPPLIED on loan and no property or copyright in any picture passes to the Client either on submission of the pictures or on the grant by Nicholas Dawkes Photography (NDP) or reproduction rights for any picture.

04 THE INVOICE lists all the pictures delivered to the Client using the image number as a unique reference. The picture are presumed to have been received in good condition unless the Client notifies NDP in writing of any discrepancy or error within 14 days of receipt.

05 PERMISSION TO REPRODUCE a picture is granted to the Client by NDP only when a fee for the reproduction has been agreed with NDP and an invoice has been issued by NDP and paid in full by the Client to NDP.

06 IF NDP'S INVOICE is not paid in full within 30 days of issue, NDP may charge interest on the overdue payment per month or part of a month at the rate stated on invoice.

07 PERMISSION TO REPRODUCE a picture applies only to the reproduction described in the invoice or licence. In the event of unauthorised reproduction, the Client shall pay by way of liquidated damages to NDP an unauthorised use fee of £100 or double the standard reproduction fee for the use concerned, whichever is the greater.

08 THE RIGHT TO reproduce a picture granted by NDP is personal to the Client and may not be assigned to any third party without NDP's prior written consent.

09 THE CLIENT MAY not alter or add to or manipulate a picture by means of computer or any other technique or reproduce a picture in whole or in part as an element within, or as a montage with, another picture without NDP's written permission.

10 WHILE NDP HAS taken reasonable care to correctly identify, caption and orientate the pictures, it does not accept any liability for loss or damage incurred by the Client or any third party caused by any errors

11 UNLESS SPECIFIED IN WRITING, NDP makes no claim or warranty as to the existence or validity of connected therewith model or other releases in respect of the pictures or as regards the reproduction by the Client of any names or trade marks depicted in the pictures. It is the Client who must satisfy himself that all necessary rights, releases or consents required for reproduction have been obtained.

12 NDP DOES NOT PERMIT "self-billing" by the Client and a licence to reproduce is granted only when the full fee has been agreed with, invoiced by, and paid to NDP in accordance with condition 05 above.

13 THE CLIENT WILL fully indemnify NDP against any unauthorised reproduction of a picture submitted to the Client made by any third party as a result of or arising out of any breach by the Client of any of these terms and conditions (including but not by way of limitation the Client allowing a picture or a copy thereof to come into the possession of a third party without NDP's prior written consent).